

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
COMMISSIONER'S CONFERENCE ROOM
SPECIAL MEETING**

MONDAY

8:00 A.M.

DECEMBER 2, 2019

Board members present: Chairman Cory Wright; Vice-Chairman Brett Wachsmith and Commissioner Laura Osiadacz.

Others: Julie Kjorsvik, Clerk of the Board; Greg Zempel, Prosecutor; Neil Caulkins, Deputy Prosecutor; Chris Horner, Deputy Prosecutor; Lisa Young, Human Resource Director and 1 member of the public.

SPECIAL MEETING

RISK MANAGEMENT

COMMISSIONERS

At 8:00 a.m. Chairman Wright opened a Special Meeting to discuss responsibilities of Risk Management.

The Board said they would like to review if there are possible duplications relating to risk management services and ways to streamline. They hoped it would allow for Ms. Young to focus more on meeting deadlines that are provided, and be able to spend more time with Department Heads on other issues.

Lisa Young, Human Resources Director explained how she handles most of the risk management issues for the County right up until the issue becomes litigation, and then she will request assistance from the Prosecutors office. The Board expressed concerns of the deadline that was missed for the wage survey which was due back in June. Ms. Young reviewed the process it takes her to conduct the wage survey, having to rely on other entities response times, and how things come up that are out of her control. There was also discussion on prioritization of projects and attendance at conferences.

Greg Zempel, Prosecutor said he would support whatever the Board and Human Resources needs them to do, but he would first like to take a look at the specifics on what they'd like their office to take on so they could look at prioritizing workloads.

The Board said they were looking at finding ways to be more efficient and the importance of better communication if deadlines were not going to be met.

Ms. Young and Chris Horner, Deputy Prosecutor said they would review their duties to see if there was any duplication of services. Mr. Horner mentioned how he'd be available to assist as necessary.

Meeting adjourned at 8:20 a.m.

CLERK OF THE BOARD



Julie Kjorsvik

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Cory Wright, Chairman